



**COMMUNITY ACTION PIONEER VALLEY
BOARD OF DIRECTORS MEETING**

In person meeting at Hawks and Reed, 289 Main St, Greenfield, MA 01301

Tuesday, September 19, 2023 | 5:30 p.m. to 8:30 p.m.

	Item:	CSBG/HS&ELP Org. Standard:	Presenter:	Start Time:
	Call to Order & Quorum Confirmation		Charity Day	5:30pm
1.	Annual Meeting: Election of Officers		Charity Day	10 minutes
2.	Consent Agenda (VOTE)		Charity Day	5 minutes
	a. HS&ELP Policy Council Materials: August 2023	HS 1302.102 (d)(1)(i)		
	b. CAPV Board Minutes: June 15, 2023			
	c. CAPV Board Minutes: July 17, 2023			
3.	Head Start		Kerry Rossito & Renee Pelis	30 minutes
	a. HS&ELP School Readiness Outcomes Report			
	b. HS&ELP 23-24 School Readiness Goals (VOTE)	HS 1301.2 (b)(2)		
4.	Planning and Resources		Becky Himlin	20 minutes
	a. CSBG Community Action Plan (VOTE)	CSBG 4.2		
	b. Strategic Plan Update			
	c. Organizational Standards Review Update			
5.	Financial Reports:		Laura LaBounty	40 minutes
	a. CAPV Financials July 2023 (VOTE)	CSBG 8.7		
	b. CAPV FY24 Budget (VOTE)	CSBG 8.9 and 7.5		
	c. close two bank accounts (ending 8773 &2863)			
	d. HS&ELP Westfield Site update			
	e. HS&ELP unspent funds extension (VOTE)			
	f. Fiscal Policy Amendments (VOTE)	CSBG 8.13 and 11.1		
6.	Human Resources		Bernadette Bean	15 minutes
	a. Personnel Handbook Revisions (VOTE)	CSBG 7.1		
	b. Hiring Bonus Program & Agreement Revision (VOTE)			
7.	Executive Director		Clare Higgins	20 minutes
	Report (VOTE)	CSBG 5.9		
8.	Call for New Business		Charity Day	5 minutes
	Meeting Close (VOTE)		Charity Day	